

**DEPARTMENT OF SOCIAL SERVICES**

744 P Street, Sacramento, California 95814



August 2, 2000

ALL COUNTY INFORMATION NOTICE I-78-00

TO: ALL COUNTY WELFARE DIRECTORS  
ALL COUNTY WELFARE DEPARTMENT  
ADOPTION SUPERVISORS  
ALL CDSS ADOPTION DISTRICT OFFICES

**REASON FOR THIS TRANSMITTAL**

- ☐ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order
- ☐ Clarification Requested by One or More Counties
- ☒ Initiated by CDSS

**SUBJECT: CLARIFICATION OF OUT OF COUNTY CASEWORK BY COUNTY  
WELFARE DEPARTMENTS WHO ARE LICENSED ADOPTION  
AGENCIES**

REFERENCE: CCR TITLE 22, DIVISION 6, CHAPTER 9, SECTION 89019

This notice revises current policy regarding the provision of out of county adoption services by licensed public adoption agencies. As a result of the California Adoptions Initiative, the number of children placed for adoption by county adoption programs has nearly doubled. Currently, Community Care Licensing Division (CCLD) requires adoption agencies to obtain an exception from CCLD when they need to provide adoption services out of their county. This policy has caused unnecessary delays in finalizing adoptions.

The Community Care Licensing Division and the Children's and Family Services Division have collaborated to revise CCLD policy to meet both divisions' regulatory requirements to reduce paperwork and streamline the adoption process. Effective immediately, a licensed public adoption agency will be permitted to conduct adoption casework in another licensed county without requesting an exception. Adoption casework includes, but is not limited to, conducting homestudies, relinquishment counseling, accepting a relinquishment, adoption placement, placement supervision and finalization. If the county in which they wish to work is unlicensed, CCR Title 22, Division 6, Chapter 9, Section 89019 (c), applies:

*89019(c) An adoption agency application shall be in the legal name of the agency, stating the geographic area to be served and the adoption services for which the license is requested. A licensed county adoption agency may regularly serve children, parents and applicants in an unlicensed county subject to prior*

approval from the Department and a written agreement between the Boards of Supervisors of the counties concerned. A copy of such agreement shall be filed with the Department with the request for approval. However, the request for approval shall be unnecessary if adoption service provided in another county is performed only occasionally and infrequently. (Emphasis added.)

Casework performed in another county will be restricted to casework involving court dependent children of the county that initiated the out of county adoption services, without regard to whether or not the county is licensed.

If the county in which the casework will be performed is not licensed as a public adoption agency, an additional restriction applies: the adoption services must be only "occasionally and infrequently" provided. If adoption services are regularly provided, a written agreement is required as specified in Section 89019(c). Attached is a list of the 30 counties that are not licensed as public adoption agencies.

This policy will not affect the ability of a county to respond to another county's request for adoption casework and/or courtesy supervision. We recommend advance notification to the appropriate CDSS Adoptions District Office or county adoption program when conducting casework activities in another county.

If you have any questions regarding this letter, please call your county liaison or Mike Fishel at (916) 445-6624.

Original Signed by  
Martha Lopez

MARTHA LOPEZ  
Deputy Director  
Community Care Licensing Division

Attachment

Counties Not Licensed As Public Adoption Agencies  
(Subject to CCR Title 22, Section 89019(c))

Alpine	Modoc
Amador	Mono
Butte	Napa
Calaveras	Nevada
Colusa	Plumas
Del Norte	San Benito
Glenn	Sierra
Humbolt	Siskiyou
Inyo	Sonoma
Kings	Sutter
Lake	Tehema
Lassen	Trinity
Madera	Tuolumne
Mariposa	Yolo
Mendocino	Yuba